

Butler County Board of Elections
Board Meeting Minutes
February 18, 2020

The Butler County Board of Elections met on Tuesday, February 18, 2020, at 9:00 a.m. for a regular meeting. Roll call was taken and present were Chairman Frank Cloud, Member Penska, Member Hall, Member Chris Wunnenberg, Director Diane Noonan, Deputy Director Eric Corbin, and Poll Worker Administrator/Executive Assistant Melissa Trotta.

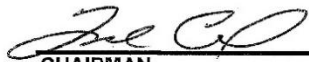
Director Noonan presented Document 1, Bills. Member Hall moved to approve the bills on Document 1; seconded by Member Penska. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

BILLS
February 18, 2020

0100-5460-520000	Office supplies	\$	1,155.73
0100-5460-521000	Postage	\$	11.60
0100-5460-525100	Software/ Hardware Equipment	\$	2,130.95
0100-5460-529000	Other mat'l & supplies	\$	5,345.73
0100-5460-530075	Technology support	\$	7,602.36
0100-5460-530310	Rental/lease - equip & vehicles	\$	2,633.97
0100-5460-530500	Travel & training	\$	907.40
0100-5460-530550	Employee job related mileage	\$	19.38
0100-5460-536000	Contract services	\$	38,490.43
0100-5460-531050	State filing fees	\$	235.00
PAID FROM THE GENERAL FUND	Sub-total bills	\$	58,532.55
1227-5460-542000	Election security grants	\$	17,216.90
	TOTAL BILLS	\$	75,749.45


CHAIRMAN


DIRECTOR

OFFICE SUPPLIES (520000)

Ellenburg, Kim Coffee supplies	\$	51.04
Office Depot Inc. Office supplies	\$	794.69
TNT Paper craft Inc. 10 boxes of copy paper	\$	310.00
TOTAL OFFICE SUPPLIES (520000)	\$	1,155.73

POSTAGE (521000)

FedEx December shipment	\$	11.60
TOTAL POSTAGE (521000)	\$	11.60

SOFTWARE/HARDWARE EQUIPMENT (525100)

Dell Marketing Inc. 1 VLA SAP crystal reporting	\$	516.07
IT Savvy LLC 1 Cisco meraki system manager for server	\$	201.08
4 IPADs with flip covers	\$	1,413.80
TOTAL SOFTWARE/HARDWARE EQUIPMENT (525100)	\$	2,130.95

OTHER MATERIAL/SUPPLIES (529000)

Total Office Source Toner supplies for EV/Reg	\$	628.00
Toner supplies for Pwker	\$	396.83
1800 PEO manuals	\$	4,302.00
Trotta, Melissa Candies for conference	\$	18.90
TOTAL OTHER MATERIAL/SUPPLIES (529000)	\$	5,345.73

TECHNOLOGY SUPPORT (530075)

Data Information Management Systems Dimsnet voterfile maintenance, Jan 2020	\$	7,304.36
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Noonan, Diane		
Monthly time tracking software, Jan 2020	\$	49.00
Monthly time tracking software, Feb 2020	\$	49.00
Smart Sign (Asset Tiger)		
2020 annual subscription	\$	200.00
TOTAL TECHNOLOGY SUPPORT (530075)	\$	7,602.36

RENTAL/LEASE- EQUIP & VEHICLES (530310)

Great American Financial Services Co		
Copiers lease/maintenance, 4th quarter, Reg/SOS	\$	701.76
Copier lease/maintenance , 4th quarter, CBS	\$	196.95
Pitney Bowes		
Maintenance and lease, meter equipment 10/30/19-01/29/20	\$	1,735.26
TOTAL RENTAL/LEASE - EQUIP & VEHICLES (530310)	\$	2,633.97

TRAVEL & TRAINING (530500)

Corbin, Eric		
Meals/mileages, OAEO conference in Columbus, OH 1/14-1/17	\$	285.00
Noonan, Diane		
Meals/mileages, OAEO conference in Columbus, OH 1/14-1/17	\$	154.40
Penska, Mariann		
Meals/mileages, OAEO conference in Columbus, OH 1/14-1/17	\$	224.00
Smith, Mickey		
Meals/mileages, OAEO conference in Columbus, OH 1/14-1/17	\$	122.00
Trotta, Melissa		
Meals/mileages, OAEO conference in Columbus, OH 1/14-1/17	\$	122.00
TOTAL TRAVEL & TRAINING (530500)	\$	907.40

EMPLOYEE JOB RELATED TRAVEL(530550)

Goins, Betty		
Distributed pollworker posters to various HS	\$	19.38
TOTAL EMPLOYEE JOB RELATED TRAVEL (530550)	\$	19.38

OTHER CONTRACT SERVICES (536000)**AEGIS Protective Services**

Installations and supplies of 7 security cameras	\$	9,482.96
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Frontier Communications

Foreign listing, 12/22/19-1/21/20	\$	6.50
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Foreign listing, 1/22/20-2/21/20	\$	6.50
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Johnson Controls Fire Protection LP

2020 Intrusion and monitoring alarm	\$	408.00
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Millennium Business Systems

Flex copies, 10/15/19-01/14/19, Reg/SOS	\$	451.26
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Flex copies, 10/31/19-01/20/2020, CBS	\$	14.22
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On Time Telecom Inc.

20,000 credits for pollworker robo calls	\$	900.00
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Prosource

Flex copies, January 2020	\$	2.99
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Solar Tex Inc.

48 window films for security	\$	6,018.00
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Wagner Industrial Electric Inc.

Supplies and installation of front and back lights	\$	21,200.00
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TOTAL OTHER CONTRACT SERVICES (536000)	\$	38,490.43
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State Filing Fees (536000-531050)**Ohio Election Commissions**

12/8/19-12/30/19 State Filing Fees	\$	235.00
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TOTAL STATE FILING FEES (536000-531050)	\$	235.00
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ELECTION SECURITY GRANTS (12275460-542000)**Dell Marketing LP**

10 VLA windows software	\$	1,874.70
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10 Lap tops and licensing for EV	\$	14,984.20
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It Savvy LLC

2 ENET components transceiver	\$	358.00
TOTAL ELECTION SECURITY GRANT (542000)	\$	17,216.90

Director Noonan submitted Document 2, the minutes of the November 26, 2019, meeting. Member Hall moved to approve the November 26, 2019, meeting minutes on Document 2; seconded by Member Wunnenberg. Roll call:

Chairman Cloud	abstained
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried

Director Noonan submitted Document 3, the minutes of the December 16, 2019, meeting. Member Wunnenberg moved to approve the December 16, 2019, meeting minutes on Document 3; seconded by Member Penska. Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	abstained
Member Wunnenberg	yea

All in favor; motion carried

Director Noonan submitted Document 4, the minutes of the December 23, 2019, meeting. Member Hall moved to approve the December 23, 2019, meeting minutes on Document 4; seconded by Member Penska.

Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried

Director Noonan acknowledged receipt of the following advisory:

2020-01	Am. Sub. S.B. 52, Post-Election Audits and Cyber Reserve (133rd General Assembly)
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Director Noonan submitted Document 5, Approve Precinct Election Officials Reduction. Member Hall moved to approve the Reduction of Precinct Election Officials on Document 5; seconded by Member Penska. Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried

Director Noonan presented Document 6, Voting Units and Polling Location Allocation for the March 17, 2020, Primary Election. Director Noonan stated the allocation did not change from the original board approval. Member Hall moved to approve Voting Units and Polling Location Allocation in Document 6 for the March 17, 2020, Primary Election; seconded by Member Penska. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried

Director Noonan presented Document 7, the Allocation of Paper Ballots for the March 17, 2020, Primary Election. Member Hall moved to approve the paper ballot allocation in Document 7 for the March 17, 2020, Primary Election; seconded by Member Penska. Roll Call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried.

Director Noonan submitted Document 8, the RC-2 Application for Records Disposal which is in compliance with the retention schedule set by the Secretary of State. Member Hall moved to approve the RC-2 Application for Records Disposal on Document 8; seconded by Member Penska. Roll call:

Chairman Cloud	yea
Member Penska	yea
Member Hall	yea
Member Wunnenberg	yea

All in favor; motion carried

Director Noonan submitted Document 9, the Ohio Election Commission referrals Secretary of State. Member Hall moved to refer Campaign Finance Committees on Document 9; seconded by Member Penska.

Roll call:

Chairman Cloud yea

Member Penska yea

Member Hall yea

Member Wunnenberg yea

All in favor; motion carried

Referrals Approved

MG 9.18.20
Admin. Sign & Date

Butler County Board of Elections
Ohio Election Commission Referrals

2019 Pre-General Failure to File

Deadline: October 24th by 4:00 p.m.

The following committee failed to file a 2019 Pre-General Campaign Finance report due October 24, 2019 after receiving a written notice to file sent via regular mail on October 8, 2019.

Candidates:

Tim Taylor for Township Trustee – Tim Taylor

- On December 2, 2019, committee filed a Post-General report and Designation of Treasurer indicating it had received sufficient in-kind donations during the Pre-General report to make the filing of a Pre-General report mandatory. Committee therefore is recommended for referral for failure to file the 2019 Pre-General report and late filing of its Designation of Treasurer.
- Committee's Post-General report has been audited and otherwise found to be in order and committee has requested termination.

Butler County Board of Elections
Ohio Election Commission Referrals

2019 Pre-General Late Filings

Deadline: October 24th by 4:00 p.m.

The following committees were late to file a 2019 Pre-General Campaign Finance report due October 24, 2019 after receiving a written notice to file sent via regular mail on October 8, 2019.

Candidates:

Friends of Jason Bracken

- Committee filed on 10/30/19

Friends of Rebecca Howard

- Committee filed on 11/15/19

Shaffer for School Board – Julie Shaffer

- Committee filed on 10/25/19

Referrals Approved MS 2-18-20
Admin. Sign & Date

Butler County Board of Elections
Ohio Election Commission Referrals

2019 Post-General Failure to File
Deadline: December 13th by 4:00 p.m.

The following committee failed to file a 2019 Post-General Campaign Finance report due December 13, 2019 after receiving a written notice to file sent via regular mail on November 21, 2019.

Candidates:

Keep Pete Robinson

- Committee treasurer notified via telephone of failure to file on 02/05/20.

Butler County Board of Elections
Ohio Election Commission Referrals

2019 Post-General Late Filings

Deadline: December 13th by 4:00 p.m.

The following committees were late to file a 2019 Post-General Campaign Finance report due December 13, 2019 after receiving a written notice to file sent via regular mail on November 21, 2019.

Candidates:

Friends of Cody Agee – Cody Agee

- Committee filed on 12/16/19

Friends of Jason Bracken – Jason Bracken

- Committee filed a Post-General Termination on 12/23/19

Cusick for Madison Local School BOE – Mike Cusick

- Committee filed on 01/06/20

Supporters of Davis – Perry Davis

- Committee filed a Post-General Termination on 01/10/20

Fiehrer for Council – Carla Fiehrer

- Committee filed on 02/10/20

David French for Madison School Board – David French

- Committee filed a Post-General Termination on 02/06/20

Jason Frentzel for City Council – Jason Frentzel

- Committee filed a Post-General Termination on 12/23/19

Gray for Trustee – Jeffrey Gray

- Committee filed a Post-General Termination on 02/10/20

Murray for School Board Committee – Ray Murray

- Committee filed on 02/10/20

Prather & Price for Talawanda – Andrea Prather and Bryan Price

- Committee filed a Post-General Termination on 02/11/20

Citizens for Shane Propps Committee – Shane Propps

- Committee filed a Post-General Termination on 02/07/20

JoBeth Yambrich

- Committee filed on 12/17/19

Butler County Board of Elections
Ohio Election Commission Referrals

2019 Annual Failure to File

Deadline: January 31st by 4:00 p.m.

The following committees failed to file a 2019 Annual Campaign Finance report due January 31, 2020 after receiving a written notice to file sent via regular mail on January 13, 2020.

Candidates:

Friends of DaMonte' Cole

- Has previously been referred to the OEC multiple times.

Friends of Drew Davis

- Has previously been referred to the OEC multiple times.

Friends of DeAnna Shores

- Has previously been referred to the OEC multiple times.

Committees:

Citizens for Change

- Has previously been referred to the OEC multiple times.

Monroe Local Schools Levy Committee

- Has previously been referred to the OEC multiple times.

Ross Spirit Committee

- Has previously been referred to the OEC multiple times.

Butler County Board of Elections
Ohio Election Commission Referrals

2019 Annual Late Filings**Deadline: January 31st by 4:00 p.m.**

The following committees were late to file a 2019 Annual Campaign Finance report due January 31, 2020 after receiving a written notice to file sent via regular mail on January 13, 2020.

Candidates:

Friends of Lyons – Chris Lyons

- Committee filed on 02/04/20

Naab for City Council – Timothy Naab

- Committee filed on 02/03/20

Committees:

Morgan Township Fire Department Association Levy

- Committee filed on 02/06/20

Now is the Time

- Committee filed on 02/06/20

Under New Business, Director Noonan stated Deputy Director Corbin, Database Administrator Joe Andrews, and herself went to Talawanda High School to talk to students about elections, voting units, and how to register to vote. Member Penska commended Director Noonan and Deputy Director Corbin for committing to continue to educate voters about democracy and elections.

Under the Director's Report, Director Noonan stated the deadline to register to vote is February 18, 2020, by 9:00 p.m. and early voting opens Wednesday, February 19, 2020. Director Noonan stated Logic and Accuracy testing has started. Chairman Cloud asked if the voting units for early voting have been tested. Director Noonan said yes.

Director Noonan stated the part-time employees are doing an outstanding job.

Under Deputy Directors Report, Deputy Director Corbin stated a petition for HB466 Automated Voter Registration is currently being circulated. Deputy Director Corbin stated he joined the Ohio Association of Election Officials Legislative Committee at winter conference.

Deputy Director Corbin stated he attended a cybersecurity training session in Columbus on Monday, February 10, 2020. Deputy Corbin said it was positive to hear the best practices from other election official groups regarding cybersecurirty have already been implemented by Secretary of State LaRose.

Deputy Director Corbin stated Director Noonan and himself started working on the Precinct Election Official appreciation breakfast in 2021.

Director Noonan stated Deputy Director Corbin and herself submitted a letter to County Administrator, Judi Boyko commending the County Information Services staff on the great job done with implementing the Cybersecurity Directive set forth by the Secretary of State.

Member Chairman Hall moved to go into Executive Session to discuss personnel according to O.R.C. 121.22 (G)(1) at 9:35 a.m.; seconded by Member Wunnenberg.

Roll Call:
Chairman Cloud yea
Member Penska yea
Member Hall yea
Member Wunnenberg yea
All in favor; motion carried.

At 9:54 a.m. Chairman Cloud state the Board is back in session.

With no further business, Member Penska moved to adjourn the meeting; seconded by Member Wunnenberg. Roll call:

Chairman Cloud yea
Member Penska yea
Member Hall yea
Member Wunnenberg yea
All in favor; motion carried.

The meeting was adjourned at approximately 9:55 a.m.

Frank Cloud, Chairman

Diane Noonan, Director

Todd Hall, Member

Chris Wunnenberg III, Member

Mariann Penska, Member